



Friday 22nd May 2020

FAO Parents and carers of key worker/vulnerable children, EYFS, Year 1 and Year 6

Dear Parent/ Carer,

Planned Reopening of Harrington Hill Primary

I would like to thank all those of you who completed the initial survey about the school reopening. Your responses and comments have helped us to make more detailed plans for the provision when we return to school. The government has indicated that this should be no earlier than 1st June.

The initial survey has indicated that approximately 45% of you would like your child to return to school; although we understand that this number may change over the coming weeks. We have had many questions from you and we hope that the detailed information provided below will help you to make an informed decision.

Please note that any initial plans are subject to change and the school is continuing to consult the staff, union representatives and the local authority. A detailed risk assessment has been drawn up and again this is constantly being kept under review.

We need to be clear that as restrictions have been placed on the numbers of children we can work with, we will not be able to open to all of the selected year groups on 1st June. We have carefully considered the health and safety of the children, our families and our staff. We have taken into account staff numbers and those who are able to come to work. We have committed to a gradual increase in pupil numbers over the coming weeks as we believe this is the safest course of action for everyone.

What will the model of returning look like in the first instance?

Week beginning	Year groups
1st June (please note that 1st June is a staff training day (INSET) and the school is closed to all children on this day)	Increased numbers of vulnerable children and children of essential workers from all year groups
8 th June	As above and Year 6 (subject to review)
15 th June	As above and Year 1 (subject to review)
22 nd June	As above and EYFS (subject to review)



Parents who have requested Key/Essential Worker children placements and those who are being offered a place under the DfE's vulnerable children category are expected to resume attending school after the half term break from Tuesday 2nd June.

Structure for each week

Given the number of children who wish to return, the increased numbers of essential workers requiring places for their children and in order to socially distance, we will be splitting the children into small groups and operating the school as outlined below for all pupils:

- Staggered school start to operate from 8.45am to 9.30am.
- Staggered home time to operate from 3pm to 3.30pm.
- School closing for half-day on Fridays – staggered closing between 12.00pm and 12.45pm to allow for site adjustments and thorough cleaning.

On return to school, all parents and carers will be asked to strictly adhere to school drop-off and collection times.

Arrival and Collection Arrangements

Monday – Thursday

Year 6 drop off - 9:30am - 9:45am

Year 1 drop off – 9:15am - 9:30am

EYFS drop off - 8:45am - 9am

Key worker/vulnerable children group drop off – 9am

(if you have children who are siblings in different year groups, they can arrive together)

Year 6 collection at end of day – 3.15pm

Year 1 collection at end of day – 3pm

EYFS collection at end of day – 2:45pm (part time nursery children collected at 12pm)

Key worker/vulnerable children group drop off – 3.30pm

Fridays

Same drop off times in the morning as Monday to Thursday

Y6 collected at 12.45pm, Year 1 collected at 12.15pm, EYFS collected at 12pm.

Only one parent or carer is permitted to drop off and collect your child (not pairs or groups of adults). Please be on time and promptly leave the playground without stopping to talk to others.





Arrival

Key worker/vulnerable children group

Continue to drop children off at the main gate. Please queue outside the main school gate using the distance markings to indicate spaces between individuals in the queue. The children will be greeted by the coaches and will enter the school hall through the side entrance.

Year 6

Please queue outside the main school gate using the distance markings to indicate spaces between individuals in the queue. Enter the main gate and walk through to the playground. Children will be greeted by an adult and will queue on the markings allowing spaces between them. Parents, please leave immediately through the Moresby rd gate.

Year 1

Please queue outside the main school gate using the distance markings to indicate spaces between individuals in the queue. Parents, once the gate opens, please leave your child to walk in through the gate alone. The child will be greeted in the bicycle area which is visible from the main gate.

EYFS: Nursery and Reception

Please queue outside the main school gate (not the EYFS gate) using the distance markings to indicate spaces between individuals in the queue. Enter the main gate and walk through to the playground. Children will be greeted by an adult and will queue on the markings allowing spaces between them. Parents, please leave immediately through the Moresby rd gate.

Departure

Key worker/vulnerable children group

Continue to collect children from the main gate. Please queue and observe social distancing.

Year 6

Children who walk home alone will be collected from their classroom and taken down to the playground where they will exit via the Moresby road gate.

Parents collecting Y6 children will enter through the main school gate (one-way system) and collect children from the playground then exit via Moresby road.

Year 1

Please queue and observe social distancing. Collect children from the main school gate. The children will be brought outside to you by an adult.



EYFS

Please queue and observe social distancing. Enter through the main school gate (one-way system) and collect children from the playground. The children will be brought outside to you by an adult. Exit via Moresby road.

The gate will be closed promptly after the last collection so that staff can begin to prepare for the following day.

Staffing

Our aim is to minimise the number of people on site. The teachers and teaching assistants have been split into two teams (A and B) to allow for consistency with the adults teaching your child. However, this may change at little notice. We will aim as much as possible to keep this consistent. There will always be a senior leader on site and a designated safeguarding lead. There will always be first aid trained staff on site.

There will be a maximum of 15 children in each group in line with the government guidance. We want the children's return to school to be positive and as settled as it can possibly be and we know that they will be anticipating to see their friends. However, the priority will be group size and safety. It will not be possible to accommodate requests for children to be moved to different groups. Please do not ask for changes to be made as the logistical implications of this mean it will not be possible or safe. We are unable to provide group lists and their allocated staff.

For maximum social distancing, the government guidance is that each group will operate as a "bubble" within school and will not have contact with any other children. They will only have contact with the few staff members who have been allocated to that bubble. The children will play exclusively with each other and will eat lunch in their allocated classroom or weather permitting, outside. This group will have some of its own shared resources, which will be frequently cleaned and the children will have individual bagged resources e.g. pens and pencils which will remain in school. Children must not bring any equipment or resources from home.

For the time being, vulnerable children and the children of essential/key workers will remain in their current group led by consistent staff members (including the school coaches they are currently with). This may change when your child's year group returns to school.

Social Distancing/PPE

From the Department of Education: *"We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account."*



While the fixed groupings outlined above will support us to follow the Department for Education's social distancing guidelines, we want to be very clear with parents and carers that enforcing a 2 metre distance between the children will be almost impossible.

We will encourage the 2 metre distancing when children are inside and we will position the desks in Year 1 and 6 to allow for this. There will be a one-way system (as much as is possible) in place throughout school and children will be encouraged to follow distancing rules when lining up and moving around the building. The toilets will be monitored to make sure there is only a certain number of children inside at any one time and all handwashing will be supervised as we have sinks in every classroom.

In Reception and Nursery, while we will encourage social distancing, the 2 metre distancing may not be possible as the curriculum and activities do not support this.

The children may play freely with the children in their group "bubble" when outside at lunch and playtimes. We will try and discourage any hand holding or games which involve contact such as tag. Although our experience in running our key/essential worker and vulnerable children provision since school closed tells us this will be extremely challenging.

By introducing "bubbles" of no more than 15 children, we are limiting the social contact of the children and the staff.

All of the above will be done in a sensitive and age appropriate way and we will use child friendly resources to promote this. Signage across school will be child friendly. The children will be reminded of the rules each day and you will receive a copy of the PowerPoints to be shown to the children so you can support us in reminding the children how they can stay safe.

We ask that parents and carers consider this carefully when deciding to send their children back to school. By sending your child back to school, you are consenting to them mixing in this way. You will be asked to agree to a code of conduct which is attached. If you decide you do not want your child to attend school, you will **not** face any penalties relating to their non-attendance.

We have been asked about children and staff wearing masks when in school. Government guidelines are that any kind of PPE is not required. If you wish your child to wear a mask in school, this is your choice but you should train them in its proper use and understand that the staff will not be able to enforce them to wear it. Staff have been given the option to wear a mask and/or face shield if they choose to do so.

The school has purchased PPE for staff to wear should a child become unwell with symptoms of Covid-19 and they need to care for them before they are collected by a parent or carer. Staff who will be providing intimate care and first aid will be provided with PPE.



Food arrangements

All children must bring a packed lunch. Please ensure this is clearly labelled. Children who are eligible for Universal Free School Meals and children who are eligible for Free School Meals will be provided with a packed lunch. All children must bring a water bottle to school. If they finish their water, they will be able to refill it from the taps in the classroom. The outside water fountains will not be available for use. Children may bring a fruit or vegetable snack for morning break. We remain a nut free school.

As mentioned in the previous letter, break times and lunchtimes will be staggered with pupils remaining in their groups.

Infection Control

If any child or any member of their household displays symptoms of Covid 19, they should NOT attend school. The government has announced testing will be available to all children and members of their household and staff. If a child or member of staff tests positive then the school will take all necessary actions to limit the spread of Covid 19, including the possibility of closing the school to all pupils at short notice.

Parents and carers would need to contact the school to report any absence due to sickness immediately.

Children who have or live with a household member who has a shielding letter MUST NOT attend school.

Children identified as vulnerable due to health conditions such as asthma would require an individual risk assessment in order to determine whether they may return to school, and parents and carers considering a return are asked to email the school to discuss individual circumstances.

Children will be supervised washing their hands regularly. This will be done when the children arrive, before and after each session, play and lunchtimes and before they go home. In addition, we have alcohol based hand sanitiser across the school site and children can bring their own if they wish.

Children should not bring any items from home with the exception of a named water bottle and coat, sun hat and packed lunch if required.

Cleaning

The whole school site has been deep cleaned during the lockdown. As per government guidance all excess furniture, soft furnishings and high risk resources which are difficult to clean (such as soft toys) will be removed from classrooms.



All classrooms and shared equipment will be cleaned thoroughly every day and regular cleaning of corridors, toilets, doors, handles, etc, will take place throughout the day.

Pupil behaviour in school

We are fortunate that we have excellent behaviour from our pupils. The usual school rules will continue to apply. However, three additional rules are now included. These are:

1. Keep your distance at all times
2. Wash hands when you get to school, before and after eating, and after sneezing or coughing
3. Stay safe in the classroom (try not to touch your face, do not put things in your mouth, keep your own things on your table, only play with your own things)

If a child deliberately and consistently refuses to follow these rules which cause distress and increase risk to pupils and staff, then we will have to exclude them for the day and ask that they are immediately collected. We ask for your full support at this time to ensure the highest standards of behaviour in school for the safety of others.

Communication

Parents will not be allowed into the school building and will only be allowed onto the playground at collection time. Parents will not be allowed to have extended face to face conversations with staff at this time. All communication must come via the office through phone or email.

Please be respectful of the increased workload that school leaders and teachers are taking on at this time. I will ask that all teaching staff leave the site as soon as possible at the end of the day. This is to ensure that those who use public transport are doing so at quieter times and so that cleaning can begin sooner. While we pride ourselves on responding quickly to parents, these are unusual times and it may take longer before staff return calls or emails.

Each week, parents will be updated via email and text message with regards to the plans for the following week and any changes in the expected timings of each of the phases. The dates provided are provisional and subject to change –the safety and welfare of all staff and pupils will continue to be at the heart of every decision.

Uniform and clothing

We would ask that pupils as far as possible wear uniform, but will be aware that some may have outgrown their current set. You will need to wash uniform when pupils come home each day. We are keen that the pupils get to run around and may even do some physically distanced PE in the playground so please make sure they are in appropriate shoes. Make sure when you return home you wash your hands.



We have said the same to staff – to wear clothes which are comfortable and to change clothes daily.

What happens if someone becomes unwell?

The following guidance is directly taken from the government guidance released 11th May 2020. If anyone becomes unwell with a new, continuous cough or a high temperature in an education or childcare setting, they must be sent home and advised to follow the [COVID-19: guidance for households with possible coronavirus infection guidance](#).

If a child is awaiting collection, they will be moved to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision. We have identified a space in the school for this to happen.

PPE will be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). If a member of staff has helped someone who was unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive. They will wash their hands thoroughly for 20 seconds after any contact with someone who is unwell.

Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people.

What happens if there is a confirmed case of coronavirus in school?

When a child, young person or staff member develops symptoms compatible with coronavirus, they will be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.

Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.

Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting will be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools on the most appropriate action to take.



In some cases, a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group.

Breakfast Club and After School Clubs

In order to maintain social distancing between staff and children and maintain the integrity of the groups, it will not be possible to offer any wrap around care. Therefore, Breakfast Club, After School Play Centre and other after school clubs will not be running for the rest of the academic year.

Home learning

We will continue to provide home learning for all year groups across school. However, as all the teachers will be required to run the groups in school, the contact between the teachers and children in all age groups may be reduced and work set will be weekly rather than daily. The home learning provided will mirror the activities which are happening in school. Packs of work are still available to be collected by request. If you do not have internet and/or require support with accessing home learning, please contact the school.

Curriculum

As much as possible, we will continue to deliver the curriculum the children are usually taught in school to all year groups. This will include English, Maths, Phonics, PE, Art, PSHCE and Music. Science and topic lessons will likely be on hold or very limited until the Autumn term as we cannot do these subjects justice whilst adhering to social distancing guidelines.

We are also aware of the increased need to promote mental wellbeing and our curriculum will continue to take this into account. Many of the Summer Term units will focus on the children's personal development.

In Early Years we will continue to deliver the EYFS curriculum including daily phonics sessions and continuous provision.

Year 6 will work on transition and getting ready for secondary school. We are awaiting further information on secondary transfer, but do not currently believe that secondary schools will be offering transition sessions on their sites. If parents and carers have any concerns relating to their child's secondary school place, they can email the school office.

Year 6

We know that some parents and carers in Year 6 are choosing to send their children back to school so that they get to say goodbye to friends and teachers. We appreciate this is a difficult time and we want to assure parents and carers that we will be marking the occasion with a leavers' book and 'virtual' farewell.



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We ask that you read the above carefully and make the final decision on whether you wish your child to return. We will be in contact with the parents and carers of particular year groups in the coming weeks.

We appreciate that the above may not be how parents and carers had envisaged their children returning to school. Children and staff will find the changes difficult too. However, we believe these measures are essential in order to bring the children back to school in the safest way possible and we know all the school staff will carry out these measures in a sensitive and child friendly way.

We hope that we have clearly set out the arrangements and that they help you to make a decision regarding your child returning to school.

Please let us know by email (admin@harringtonhill.hackney.sch.uk) if either of the following apply to you:

- you have not been receiving text messages from school
- you have not been receiving emails from school
- you indicated to your child's class teacher that you will not be bringing them to school in June and you have changed your mind

Thank you for your ongoing support.

Rebecca Kennedy

R. Kennedy

Acting Headteacher